



Canvas: Creating an Assignment

Samantha Starr - 2024-11-25 - OwlMed and Canvas

Create an Assignment

Option 1:

1. Locate **Module** you want to add an assignment and select the plus



sign

2. Select **[Create Assignment]** then **Assignment Name** and **Add Item**

Add Item to Test

Add to Test

Select the assignment you want to associate with this module, or add an assignment by selecting "Create Assignment".

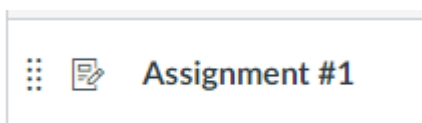
- [Create Assignment]
- Assignments
 - Test Assignment
 - Canvas Assignment
 - Admission Document #2
 - Test Assignment
 - FOM1
 - Getting Started
 - Imported Assignments

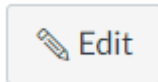
Assignment Name:

Indentation:

Cancel Add Item

3. Select the newly created **Assignment**





4. Select **Edit**
5. Add **Assignment Details**

Assignment Name

Edit View Insert Format Tools Table

12pt Paragraph B I U A [color] [background color] [font size] [link] [unlink] [table] [table border] [table border style] [table border width] [table border collapse] [table border merge] [table border split] [table border refresh] [table border undo] [table border redo] [table border help] [table border more]

p [icons] 0 words </>

Points

Assignment Group

Display Grade as

6. Locate **Submission Type**
 1. Select **No Submission, Online, On Paper, or External Tool**

Online Entry Options

- Text Entry
- Website URL
- Media Recordings
- Student Annotation
- File Uploads

External Tool Options

Enter or find an External Tool URL

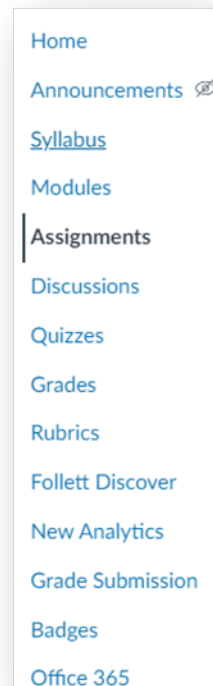
- Load This Tool In A New Tab

[Tip: Use External

Tool and select **Find** to search for and use turnitin to detect plagiarism, grammar, check, and access to grading tools]

7. Select **Entry Option**
8. Select **Save & Publish** or **Save**
 1. Save & Publish-Available to students enrolled in the course
 2. Save-Continue working on an assignment before publishing for students to view

Option 2:



1. Select **Assignments** on the left column

+ Assignment

2. Select add **Assignment** button
3. Add **Assignment Details**

Assignment Name

Assignment #1

Edit View Insert Format Tools Table

12pt Paragraph B I U A T² [Link] [Image] [Video] [Audio] [Code] [Table] [Table of Contents] [YouTube] [Embed] [More]

P [Grid] [Info] | 0 words | [Code] [Link] [More]

Points

Assignment Group

Display Grade as

4. Locate **Submission Type**

1. Select **No Submission, Online, On Paper, or External Tool**

Online Entry Options

Text Entry

Website URL

Media Recordings

Student Annotation

File Uploads

External Tool Options

Enter or find an External Tool URL

Load This Tool In A New Tab

5. Select **Entry Option**

Save & Publish

Save

6. Select **Save & Publish** or **Save**

1. **Save & Publish**-Available to students enrolled in the course
2. **Save**-Continue working on assignment before publishing for students to view

Tags

assignment

Canvas

creating an assignment